



The Office of Secretary of State  
Professional Licensing Division

**State Board of Funeral Service  
Order Form for Duplicate License Card**

To request a duplicate license card:

- Complete this form
- Enclose a check or money order in the appropriate amount made payable to the Professional Licensing Boards (see chart below for payment amounts)
- Mail completed form and payment to 237 Coliseum Dr., Macon, GA 31217

Please state the reason for this request: \_\_\_\_\_

*NOTE: If you are requesting a duplicate license due to a change of name, enclose a copy of the marriage license/certificate, court order, or any other documentation of legal name change.*

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

License Number: Funeral Director \_\_\_\_\_ Embalmer \_\_\_\_\_ Apprentice \_\_\_\_\_

Signature of Licensee: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Submit appropriate payment for license type:</b>
Funeral Director/Embalmer - \$50.00
Funeral Director - \$25.00
Embalmer - \$25.00
Apprentice - \$25.00
<b>Total Payment Enclosed: \$ _____</b>
<b>Method of payment: ____ Check # _____ / ____ Money Order</b>